City of Hermosa Beach

1315 Valley Drive, Hermosa Beach, CA 90254 310.318-0203 - Fax 310.372-6186

Email: recordsrequest@hermosabch.org

RECEIVED

JUN 1 7 2019

HERMOSA BEACH CITY CLERK Received By: T. HUDSON

Referred To:

**Public Records Request** 

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney—client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

| Name (please print):                                | re Phillips  | Email:             | shilling ma auchouse  |
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| Address: 6 Euna                                     | ern Lans   | 1                  | 273-747-8522  |
| ity: Mh   |  | -                  | Fax:  |
| ecord or Document Reque                             | ested:   |                    |   |
| ossible. Non specific inquir                        | ies may cause responses to be                                | e delayed or ma    | ocument separately. Please be as specific as<br>y prove to be burdensome and therefore the<br>il requests to the City Clerk's Office. |
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| agree to pay all applicable bove mentioned document | fees and charges per the City<br>Accepted method of payment: | / Council Resolu   |   |
| ignature  |  |                    | Date  |
| or Departmental Use Only:                           |  | 0                  |   |
| ction Requested:                                    | Action Taken:  | By Sm              |   |
| Review Only   | Document Reviewed  | -                  | Non-Existent Document   |
| Copies Requested                                    | Copies Provided Refusal/Reason                               | asi                | Other (Please Explain) Which Booking Buct provide   |
| For City Clerk's Use Only:                          |  |                    |   |
| Date Requestor Notified                             | Notified By:   | bearing the second | Date Picked Up or Mailed  |

